

Human Capital Strategic Planning for the DoD-wide AT&L Workforce

Working Group Meeting (WG04-1)



September 25, 2003



Day Two Agenda

Thursday, 25 Sept

- 0800 Opening Remarks/Working Group Norms**
- 0815 HCSP Meeting Planning**
- 0830 Recap of Proposed Approach**
- 0845 Discussion: Identification & Definition of Issues**
- 0930 Break**
- 0945 Discussion: Tackling the Issues**
- 1100 Evaluation of Approach**
- 1115 Next Steps/Closing Remarks**
- 1130 Meeting Adjourned**



HCSP Working Group Norms

- **Communication Methods**
- **Meeting Protocol**
- **Expectations**
- **Roles/Responsibilities**
- **Ground Rules**
- **Continuous Improvement**



Proposed HCSP Planning Calendar for 2004 Cycle (Handout)



Proposed HCSP Meetings

Reference	Meeting Name	Meeting Date
WG04-01	Working Group #1	24-25 Sept
MT04-01	Kick-off Meeting	2 Oct
WG04-02	HCSP 101 Workshop (Working Group #2)	22 Oct
WG04-03	Working Group #3	19 Nov
WG04-04	Working Group #4	18 Dec
WG04-05	Working Group #5	14 Jan
MT04-02	Progress Review	28 Jan
WG04-06	Working Group #6	18 Feb
WG04-07	Working Group #7	17 Mar
MT04-03	End of Cycle Review (Wynne/Chu/SAEs)	31 Mar (tentative)
WG04-08	Working Group #8	21 Apr
DUE DATE	AT&L HCSP DUE	30 Apr
WG04-9	Working Group #9 (Wrap-Up)	5 May

MT = Executive-Level Meeting
WG = Working Group Meeting



Recap of Proposed Approach for 2004 HCSP Cycle



Outline of Proposed Approach

- **Step One: Identify Human Capital Gaps and/or Issues**
 - Establish standardized assumptions
 - Identify sources of strategic guidance
 - Translate strategy into future desired distribution
 - Establish baseline for current inventory and future expected inventory (workforce and competencies)
 - Identify gaps between future expected inventory and future desired distribution (workforce and competencies)
 - Describe human capital gaps and/or issues



Outline of Proposed Approach

- **Step Two: Identify & Prioritize Planned Actions to Address Human Capital Gaps and/or Issues**
 - Prioritize gaps and/or issues according to mission criticality
 - Describe methodology for action (policy or practice)
 - Identify benefits of taking action
 - Explain any caveats that may apply
 - Establish metrics to measure success
 - Identify responsible parties
 - Provide the completion timeline
 - Indicate funding implications, if applicable
 - Deliverable is AT&L Implementation Plan, which is a supplement to the DoD Year of Execution Plan (Annex to DoD Civilian HR Strategic Plan)

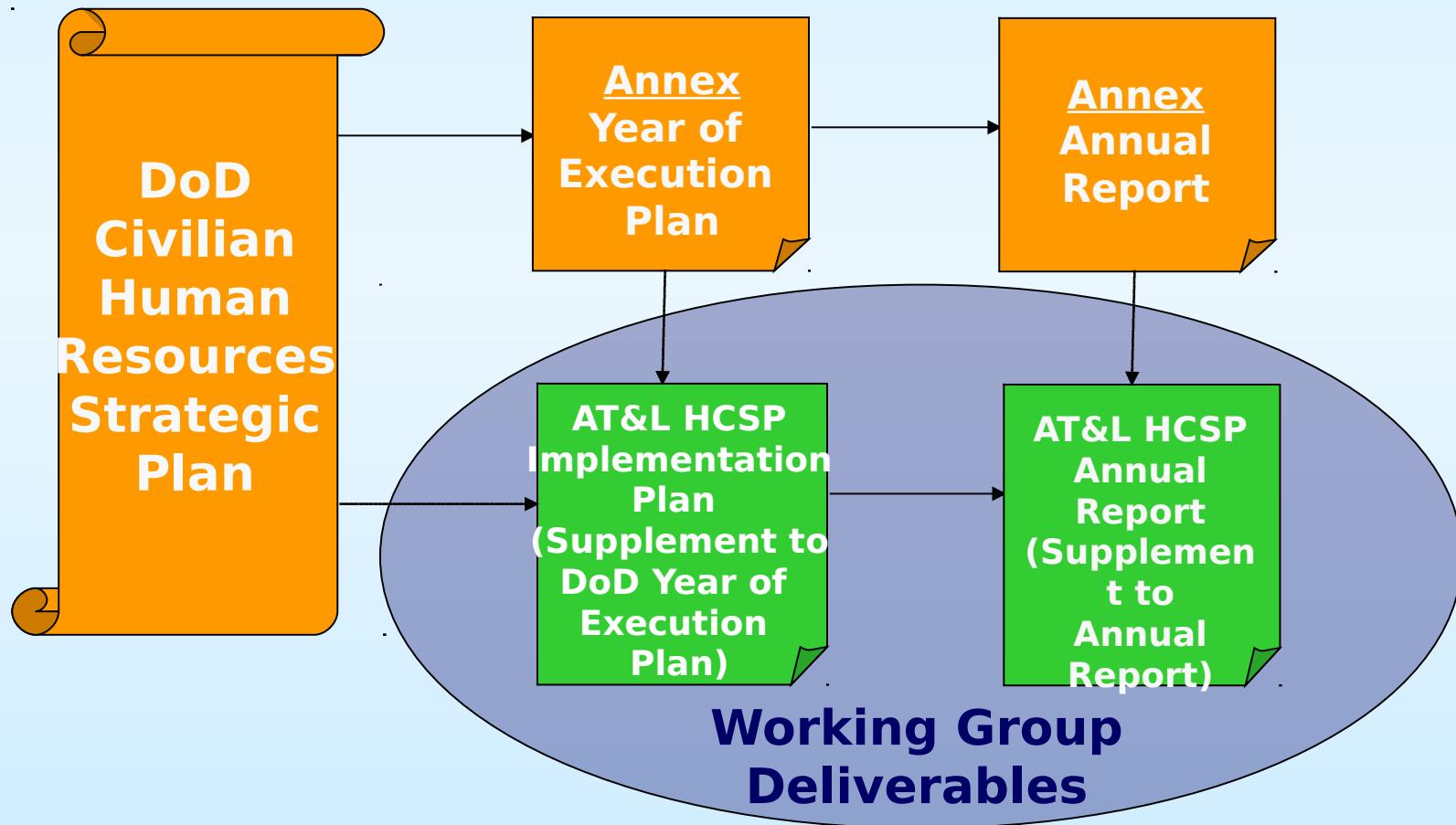


Outline of Proposed Approach

- **Step Three: Implementation!**
- **Step Four: Annual Report of Accomplishments**
 - Report on accomplishments and progress made on actions in prior years' Implementation Plans
 - Deliverable is a supplement to the DoD Annual Report (Annex to DoD Civilian HR Strategic Plan)



Deliverables of HCSP Process





2004 HCSP Cycle Discussion: Identification & Definition of Issues



Key Issues/Challenges (From Component Feedback)

1. **Define & identify target population for career fields (e.g., definition of Systems Engineers, sorting through 301 series for Program Management)**
2. **Cultivate the link with P&R - obtaining their guidance and support**
3. **Identify requirements for data systems and modeling tools that can be used across AT&L**
4. **Make progress on competency management - taking Component efforts into consideration**
5. **Influence the PB-23 and DoD budget**



Coordination Issues

(From Mr. Wynne's August Memo)

- 6. Wanted to address in the memo provisions for additional guidance on outsourcing and data modeling. (Air Force, Navy)**

- 7. Wanted the top-line numbers to reflect entire Component workforce. Continue to work with P&R toward a consolidated planning effort. (Navy, DLA)**

- 8. Wanted the memo to specify the planning horizon and reporting of the top-line numbers by occupational series. (DCMA)**

Other Issues?



Challenges Cross All Elements

Common Assumptions	1. Define the target population for career fields^a 2. Specify the planning horizon^b
Strategic Intent	3. Cultivate the link with P&R for guidance & support^{ab} 4. Obtain additional guidance on competitive sourcing^b
Workforce Characteristics/ Gaps	5. Identify requirements for data systems and modeling tools^{ab} 6. Make progress on competency management^a 7. Report on the top-line by occupational series^b
Sources & Practices ^a = Component Feedback ^b = Coordination Comments on Aug 03 Action Memo	8. Influence the PB-23 and DoD budget^a



2004 HCSP Cycle Discussion: Tackling the Issues



Prioritizing the Issues

- **Vote for the three issues that you think we should focus on before any others**
 - Red = #1
 - Yellow = #2
 - Green = #3



Tackling the Issues

- **Generation of Alternatives**
 - What are some possible approaches to mitigating the challenge?
- **Evaluation**
 - What criteria must a good solution meet?
 - Which alternatives are better or more acceptable than others?
- **Decision Making**
 - Which solution can we agree on?
 - Which alternative can we commit to implementing?



Next Steps

- **Finalize Approach for 2004 Cycle**
- **2004 Cycle Kick-Off Meeting on 2 October**
- **HCSP 101 Workshop on 22 October**
- **Working Group Meetings and Workshops - Nov - May**
- **Meetings with Functional Communities - Nov - May**
- ***Progress Review on 28 January '04***
- ***End of Cycle Review on 31 March '04***
- ***Final AT&L Human Capital Strategic Plan Due 30 April '04***